

*** Please note: If this is your first time logging in, contact your Extension office to verify your log-in information!**

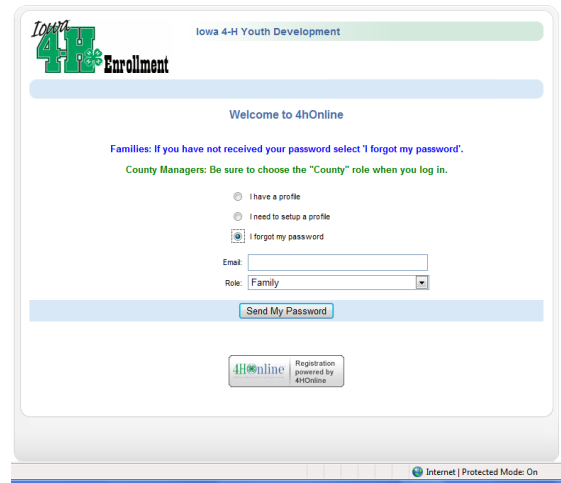
[if you have signed in before, log-in and follow the instructions starting on page 2]

1st Time Log-in:

Open a web browser and type in: <https://iowa.4honline.com>.

You will now see the Iowa 4-H Youth Development Log In Page.

- Enter family email address provided to Extension Office.
- Choose "Family" from the "Role" drop-down box.
- **For first time, re-enrollment, or if you have forgotten your password, mark "I forgot my Password."*
- **Click "Send my Password." Do not close the internet window.*



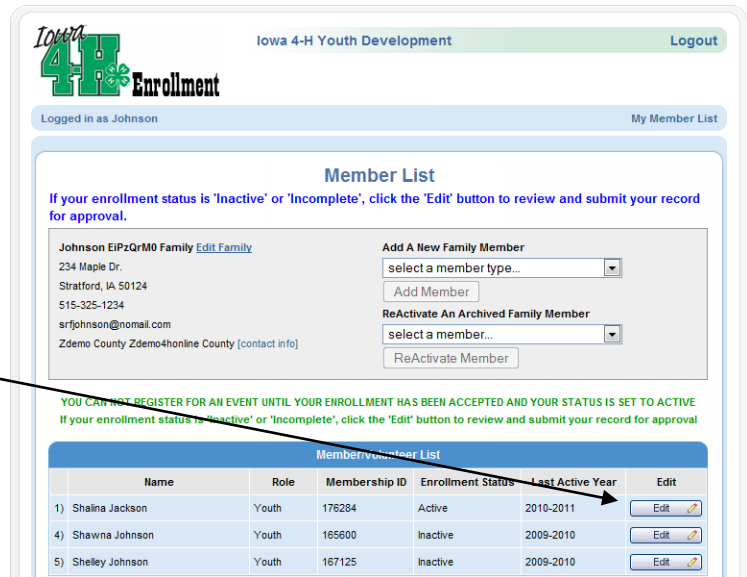
- **Open your email browser and find the email from 4HOnline. Locate your temporary password.*
- Return to 4H online. Click "I have a Profile." **(This is where you will begin if you know your password.)**
- Paste or type your password exactly as sent by 4H online. It is CASE SENSITIVE.
- The email box should still have your family email in it. You should still have "Family" chosen as your Role.
- Click "Log In."
- **Re-enter current password as sent by 4H Online. Even though the screen looks like it's been entered, you have to type it into the "Current Password" box.*
- **Enter (twice) a new family password. Click 'Continue.' **Your passwords must be a minimum of 8 characters, and must contain 2 of the 3: letters, numbers, symbols.***



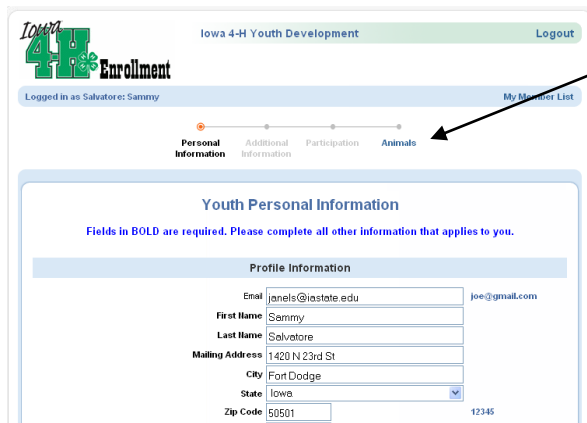
***You will be able to skip these steps if you know/memorize your password for re-entry into the program.**

This will take you to the **Member List** which includes all of your family members enrolled in 4H: members, leaders, volunteers.

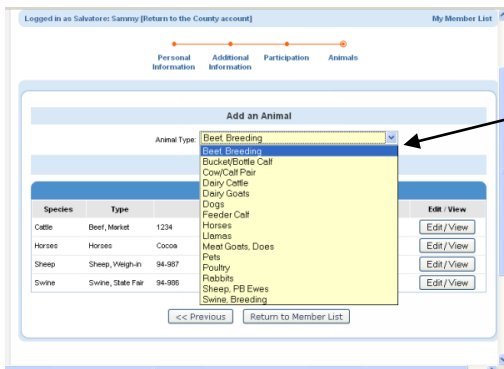
Click “Edit” to the right of the member listed. You will then be sent to that member’s Personal Information Screen.



On this screen, there will be a 4th dot that will say Animals. Click on the word Animals to go to your Animal ID screen.



You will then see a drop down box and any previously entered animals listed in a manner similar to the picture. Select the animal you want to enter and click the add button (hidden in photo by drop down).



Note: Youth will not be able to enter Market weigh-in animals (beef, sheep, & swine). Please refer to the Livestock Verification Help sheet for more information on this process.

This will take you to the corresponding entry screen for your animal as depicted below and on the following page. Note that in some selections will activate extra entry fields [Example: selecting *Registered* will in some cases show a *Breed* drop down box.]

Enter the information requested and click the save button. **All animal ID's must be submitted no later than May 15th, 11:59 p.m.**

Breeding Beef

Animal Information

If you have the same tattoo in both ears, just select one ear from the pull-down option. If you know which one is most likely to be legible or easy to read for some other reason, enter that one.

Beef, Breeding

Breed Type: Crossbred

Tattoo (not callhood vaccination):

Ear: Left

Birthdate: mm/dd/yyyy

Registration No. (required if registered):

Cancel Save

Cow/Calf Pair

Animal Information

Cow/Calf Pair

Cow Tag/Tattoo (not callhood vaccination):

Calf Tag/Tattoo:

Cow Birthdate: mm/dd/yyyy

Calf Birthdate: mm/dd/yyyy

Calf Birth Weight: #.00-#.99

Calf Sex: Male

Breed Type: Registered

Breed:

Cancel Save

Dairy Cattle

Animal Information

Dairy Cattle

Tag:

Tattoo:

Registration No.:

Animal Name:

Birthdate: mm/dd/yyyy

Breed Type:

Breed: Ayrshire

Cancel Save

Dairy Goats

Animal Information

Dairy Goats

Animal Name:

Tattoo:

Registration No.:

Birthdate: mm/dd/yyyy

Breed Type: Registered

Breed: Alpine

Cancel Save

Dogs

Animal Information

Dogs

Dog's Name:

Birthdate (optional): mm/dd/yyyy

Description or breed:

Cancel Save

Meat Goats, Does

Animal Information

Meat Goats, Does

DNA Collected:

State Fair:

Tag:

Tag Color: Green

Ear: Left

Scrapie Tag:

Birthdate: mm/dd/yyyy

Cancel Save

Rabbits * NEW 2012 STATE FAIR REQUIRED

Animal Information

Rabbits

Breed: Commercial

Colors/Markings:

Sex: Male

Birth/Purchase Date: mm/dd/yyyy

Animal Name:

Tattoo:

Cancel Save

Sheep, PB Ewes ONLY

Animal Information

Enter only your PB ewes on this page. All commercial ewes and market sheep are entered by county staff after weigh-in.

Sheep, PB Ewes

Tag:

Ear: Left

Scrapie Tag:

Birthdate: mm/dd/yyyy

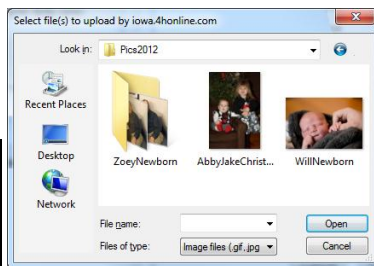
Breed: Dorset

Cancel Save

Horses (New JPG upload feature):

At the bottom of the horse entry screen, you will see four boxes, one for each view of the horse. Clicking on the Select button will allow you to browse for the JPG image that you wish to upload. Locate it (and click Open), the file will upload fairly quickly and you will see a thumbnail at the bottom of the screen. If it is not the correct image, click Clear to remove it.

**TRY TO KEEP YOUR
JPG IMAGES TO
~2-3MB each.**



Animal Information

Are you enrolled in the Horse & Pony project? To find out, go to the Participation link, then the Projects tab. If you're identifying a horse, you should be enrolled in the Horse & Pony project so that you can receive all the information you need from your county office.

If you are identifying a leased horse, be sure to send a copy of the signed [lease agreement](#) to your county office before May 15.

Horses

Type of Animal: Horse

Registered Name:

Nickname/Barn Name:

Breed Type: Registered

Breed: Appaloosa

Registration Number:

Birthdate: mm/dd/yyyy

Height (In Hands): 14.50 #.00-#.99

Colors/Markings: Bay

Sex: Male

Owned Or Leased: Owned

Owner (if leased):

Documents / Images

Front View: Select Clear

Rear View: Select

Left Side View: Select

Right Side View: Select

Cancel Save